

Minutes

Western Region Council Meeting

30 January 2003

Beaver, Utah

Attendance: Libbie Zenger James English David Kinder
 Kristie McMullin Rich VanAusdal Carl Holmes
 Jan Thompson Larry Pearson Karen Alvey
 Keith Gillins Chad Johnson John Houston
 Wayne Shamo Loya Garrett Karalee Smith
 Joe Bernini Blair Painter Glenn Greenhalgh
 Rex Dunn Lis Barker
Youth Council: Lynnette Robinson Sue Kimball
 Brad Neufeld Greg Muller

Guests: Richard Nelson

DWS Staff: Lecia Langston Kathleen Johnson Ann Barnson
 Kathy Leydsman Fran Cannard Roger Halladay
 Judy Ainsworth Wayne Fillmore Kim Johnson

Minutes: Jolene Bundy

WELCOME:

Karen Alvey welcomed everyone to the meeting. There are some new faces because of visitors and the Youth Council members attending so she ask everyone to introduce themselves.

Employer Recognition: We were going to recognize a couple of employers but both have said they are unable to be here. So we will just send their plaques to them.

Minutes: Karen asked if everyone had read over the minutes from the September 19, 2002 meeting in Richfield and if there were any changes. There were no changes. Wayne Shamo made the motion to approve the minutes. Blair Painter seconded the motion. The minutes were approved.

COMMITTEE REPORTS

Youth Council

Greg Muller reported on the Youth Council meeting held this morning. They made some changes to the Priority Rating System for the youth services. There were 4 items they made changes to. They increased the points from 1 to 2 points for the groups of:

1). Runaway/Homeless, 2). Ages 19-21, 3). Pregnant or parenting, 4). Drop-outs. This will raise the priority scores to serve more Out-of-School youth. A big percentage of our funding needs to go for Out-of-school youth. This will help do this. Greg made the motion to make the changes. Keith Gillins seconded the motion. The vote was unanimous to approve the changes.

Another issue they discussed is a long-term initiative to map the resources available to the youth of the region. DWS is putting a program on line called EREP which will collate activities and services in the various communities. This will help with this goal. They are in the process of doing a survey of one of the communities to see what needs they have as far as what resources they need and the information we can help get out to the community.

They also discussed Grant Writing as a way of getting funding for rural areas to assist them in needed services, and had a review of Winfield Kids, the regions youth services provider. Winfield Kids is also trying to get more out-of-school youth to provide services to.

Economic Development Committee

Glenn Greenhalgh reported they had a good group attend from the Economic Development Offices of the state and the counties.

- They discussed how we can share information and what is going on the region.
- They talked about challenges and resources DWS can help with
- Ways to implement what was discussed.
- They would like to meet together as a group like this at least once a year.
- There are many good things happening, like the Smart Sites.
- Thanked all who came. They couldn't stay for the Region Council Meeting but enjoyed meeting together.
- They had concerns of training job seekers in how to get a job, such as coming to an interview dressed appropriately.
- This might be something the Youth Council could work on with the youth so they are better prepared.
- Greg Muller said this would be a good area where we could work with the school coordinators.
- Kristie McMullin said DWS already has programs to help teach these but it would also help if employers would tell an interviewer why they didn't get the job. Especially if it was something like how they dressed. This would help teach them what to do and how to be better.

Marketing Committee

Karalee Smith introduced James English saying he has done a great job as a Co-Chair and has been the Chair person since she has not been able to be there very much lately.

She said James is a Marketing Person “By Choice”. This is his job at the Spectrum and we are lucky to have him with us. She turned the time over to James.

- As a follow-up from the last meeting, they have developed a pamphlet to leave with employers to direct them to our web site and our offices. They will be making a change in the pamphlet they have already designed which will allow a counselor to put a business card in the pamphlet as a recruiting tool. The designing will be done by the end of February and go for printing in March. It will target the new website and the FREE tools DWS can offer to employers.
- The Committee Mission Statement will be changed to reflect the focus in 2003 which will be measuring their marketing practices. Measuring tools will be things like the number of “HITS” on the Web site, where the “Hits” come from, job placement, etc., to see who is using it.
- Have Seminars with the focus on this information.
- Find out what the Budget is to tie into the plans to know what they can do.
- Most Exciting is working with Darin Brush on the State Level to put together a Business to Business News Letter for the county. It will be a pilot project for Washington County right now. It will be a monthly news letter to employers with information for the businesses of the area. DWS will have articles in it explaining the services they offer. They have established an Editorial Board, which includes Lecia Langston, Scott Hirshey, Kimberly Johnson, and others. The Spectrum has agreed to cover the costs of printing. Darin agreed to put in half of the cost of the franking if the Region Council would pay the rest. They will bring in other businesses by selling ad’s to help cover the costs and hope it will eventually be self funded. If they can get it up and running, they will then expand it to the other counties of the region.
 - The Board Members will receive a copy of the News Letter and it will be on the DWS Web-site. It will be sent out to 3600 Businesses in Washington County and passed out at chamber meetings, etc.
 - Jan Thompson and Wayne Fillmore said the Region Council will have funding for the project. Region Council does have a budget and usually doesn’t spend it all.
 - They are hoping it will do well in Washington County so after a year it can be expanded to the rest of the region.
- Chad Johnson made a motion to approve the project as long as there is funding for it. Keith Gillins seconded the motion.
- Blair Painter expressed concern about the Region Council funding a project that benefits only one county. He didn’t feel that was right. Jan and James stated this was only a pilot project for now. If it works out, then it will go to all the counties. They hope this will get it started so it will soon be self funded and can then go to all the counties.
- The vote was taken on the motion. There were two opposed. The motion carried.
- Karen asked them to report to the Council each time on how it is progressing.

Correctional Task Force Committee

John Cooper was not able to attend and ask Roger to report for him. They did not have a meeting today but held a meeting in Cedar City on October 31, 2003. (The minutes of that meeting are in the council book.)

- John and Roger put together a questionnaire and presented it to the County Commissioners at the Utah Association of Counties (UAC) meeting in November. It requested information from each county on how many county inmates were held at the County Facilities and how many were State inmates. It also requested feed-back on how many facilities needed a service provider for inmates being released that needed *job seeking and keeping skills training* prior to being released. We have received the information back from 5 of the 11 counties. We are still waiting to hear back from the other 4 counties.
- The goal is to build a consortium of Counties to request more of the money be made available to Rural Utah and not just the Draper facility. Iron County did have some funds but the State has pulled out of that. We hope the state will now look at the Western Region as One single body so we can use the money's in all of the counties that need the help.

Executive Committee and Vendor Committee

Both committee's tabled their meeting at this time.

Membership

Keith said we currently have 5 membership positions on the Region Council that are vacant from the 6 county area.

- We have one small employer position, 3 large employer positions, a County Commissioner position (which can be either 5 or 6 county), and the Employee Representative position.
- Tom Crowther retired from his job the first of the year which leaves his position vacant. Joe Bernini lost his election for County Commissioner, leaving that position vacant, but we have moved him into the Labor Representative position.
- Greg Bailey, from Moroni Feed, was not able to come to our meetings because of the day we held it. Maybe he can come now.
- Keith had asked Greg Muller to contact Walmart to see if they had someone that could fill one of the large employer vacancies. **Greg had not been able to talk to anyone yet but he will still do that.**

State Audits

Jan Thompson ask everyone to turn to the page behind Tab 5 in the book regarding the State Audits. That page was composed on January 9th. We have new information now so she handed out a page to replace that one. She said it seems we are audited in Child Care every time we turn around.

- The funds are Federal funds but they contract with the State to do the audits.
- Our service providers have done a great job. They have done all they were asked to do. If there is a failure it was on the part of management.

- The Policy states which documents can be used for verification of citizenship and legalization, which is the Federal Government uses. The Auditors said they won't accept those documents for verification. They have to use the Birth Certificate.
- The staff has followed the federal policy. Now, the auditors say that's not good enough. So DWS has negotiated with them to correct a percentage of the cases done in the past rather than having to redo all of them. The auditors also said they have to verify where the money went and the use of the money. From now on they have to verify the client actually worked those hours.
- The audits show the money was all spent appropriately but they have to have proof of it.
- 84% of the cases were looked at and in every single case, the money had been spent appropriately. The counselors now need to go back and show the proof.
- Keith asked if the money was not appropriate, would we have to pay it back.
- Jan said they would make adjustments in other ways.
- Karalee ask where the miss-connect came from. Jan said they had used the Federal policy which allows other documents to be used for verification.
- Kathy Leydsman said Child Care is State Money. Their expectations are changing now. When you ask the Auditors what to do, they say "Don't ask us. Just do it." Then they will tell you if you have done it wrong.
- The staff is hesitating to put clients in training now because they are afraid of doing something wrong. Because of this hesitation, we have money to spend. The Council can help get the word out that we have training money. Jan has asked the counselors to each put one person in training.
- The end result of all of this will be better for customers. It will be a lot of work but better in the long run.
- Karen suggested using our radio ad's to address that issue.

1000-day plan

Karen said the 1000 day plan is our regions targets and action steps. Roger said after the meeting in October, a letter went out to all the partners of DWS. He has received back the requested information from all but 4 of them. Behind tab 6 in the council book is a copy of the region plan. Anything in Blue is the CORE Team's plan. The Region Councils Steps are in Black.

- Goal #1, under Action Steps #1, is to identify critical partners and their roles, system overlaps, and gaps. Roger will contact the 4 remaining partners to determine any overlaps or if there are areas missing in our services.
- Goal #2 is to help provide the workforce with educated, skilled, and work ready workers. It includes the goal to double the number of engineering students. We need to know if the schools even have engineering programs and how many students they have. We have requested that information from the schools in the region. We are still waiting to get that information back.
- Lis Barker said the plan includes some Child Care issues. They would like to recognize some child care providers at our next meeting. She would like to

- request a list of certified Child Care Providers be made available to those in training so they can see who the Child Care Providers are in each county.
- Lis ask to have a Provider Achievement Award on the Agenda for the next meeting. She suggested their award be a packet of books to use in Child Care, or something besides a plaque that they could actually use. Lis said it will be hard to get someone to come here to the meeting because they will have Children they need to care for. Karalee suggested having an evening meeting so they could attend.
 - Also under Goal #2, one of the Action Steps is to Recognize Family Friendly Organizations. This will be handled different this year. It will be kicked off in September at the 5th Annual Employer Conference. They will announce the awards for the top 10 Family Friendly Businesses in the state. One Employer from Western Region has received it 2 years in a row. That's the Redmond Salt Plant.

Legislative Up-date

Karen said there is a legislative update in Tab 5 of the council books. It is behind the State Audit information. It describes some of the bills that will affect DWS.

- Lis said Senate Bill 11 (see behind tab 5 in the council book) will establish 501C3 as a separate entity. The purpose is to create draw-down matching funds to develop and provide substitute child care services.
- Lis will send an email about this to Jolene so she can send it out to all the Council Members.

Reports

The reports for Business and Self Directed Services, Support Services, Eligibility Services, and Budget are behind tab 7. Karen asked if anyone had any questions regarding the reports.

Business and Self Directed Services.

- In October we began promoting jobs on line at *jobs.utah.gov*. Employers and job seekers can go on line 24/7 (24 hours a day, 7 days a week) to find out about jobs or to enter information about jobs, make corrections or updates to job résumé's or job listings. We have had 373 employers enter information on-line. This will show how many employers from each area is using the system. We need to educate our employers on using the system.
- Western Region has the highest percentage of employers that currently is working with DWS. A lot of those have tried the new system but still call in to the office and say they like the personal contact with the DWS staff the best and want to continue to call in their information and work with a "real person".

Support Services

This report shows the numbers in Case Management and of those, the numbers that can't find a job, the numbers that have received additional help in over coming barriers and providing assistance for. FEP stands for the Family Employment Program.

- The UI profile Cases means the numbers that have been collecting UI but now they are not able to go back to work or can't get a job.
- This report also shows the numbers enrolled in Training, through OJT's, Internships or Classroom Training.
- The next report shows the training budget, the funding sources, the amount obligated, and the amount spent for each region.
- The Western Region has not obligated their funds because of the Audits which caused counselors to hesitate in putting clients in training.. The Counselors have been challenged to put more into training.
- Keith asked about hearing in the news about the Federal Government extending UI funding. Jan said the Federal Government has extended the number of weeks and the amount they can draw because of high unemployment times. Those Extended Benefits are funded through the Federal Government. Utah's trust funds for UI are better off than most. The Utah law automatically increases the Employer Taxes for high unemployment times. There is a formula that deals with that. Right now all claims are being met state wide. The change that would take place is that the employers would pay on ALL dollars earned instead of everything after the first \$145.00. That would bring in the extra money to pay for a higher unemployment rate. Right now we don't need to do that.

Budget

Wayne Fillmore said the report in the book has the Region Council Expenditures for our region, showing the amount spent and the amount remaining.

- In the Western Region our operating expenses are projected at \$10.3 Million. We are projecting a small surplus but we are trying to stay in the budget.
- In the last Region Council Meeting we voted on getting a new DWS office for Richfield. It has since been approved in Salt Lake and may go before the legislature next year.
- Logan, St. George, Ogden, and Richfield have been approved as Regional Centers for State Agencies. It doesn't look like we will be losing staff.

Public Comment:

None

Next Meeting – April 24 in Richfield.

Karen made the motion to adjourn the meeting. Carl seconded the motion. It was adjourned until April.